

# MAYOR & COUNCIL AGENDA COVER SHEET

**MEETING DATE:**

October 1, 2007

**CALL TO PODIUM:**

Wally DeBord

**RESPONSIBLE STAFF:**

Jim Arnoult

**AGENDA ITEM:**

(please check one)

	Presentation
	Proclamation/Certificate
	Appointment
	Public Hearing
	Historic District
<b>X</b>	Consent Item
	Ordinance
	Resolution
	Policy Discussion
	Work Session Discussion Item
	Other:

**PUBLIC HEARING HISTORY:**

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

**TITLE:**

Resolution of the Mayor and City Council Authorizing the City Manager to Enter Into a Contract to Purchase and Install Playground Equipment for Diamond Farms Park (\$58,000)

**SUPPORTING BACKGROUND:**

The existing playground equipment at Diamond Farms Park is approximately seventeen years old. This equipment needs to be replaced due to its age and to bring it into compliance with the current guidelines set forth by the Consumer Product Safety Commission and standards developed by the American Society for Testing and Materials.

A Request for Proposal was advertised on August 8, 2007. It asked each vendor to design a playground using specific playground features and equipment selected by the residents surrounding the Diamond Farms Park area and City staff. The cost for this playground, including installation of the equipment structure was not to exceed \$58,000. Each vendor submitted a playground design using similar equipment specific to the manufacturer that they represent. Proposals were opened on August 29, 2007. The following five vendors responded:

Bosco Associates	\$58,000.00
West Recreation, Inc.	\$58,000.00
Playworld Systems, Inc.	\$58,000.00
Taylor Sports and Recreation	\$58,000.00
Arbor Associates, Inc.	\$58,000.00

All five designs were taken back to the residents surrounding Diamond Farms Park. They voted on which design they liked the best.

West Recreation, Inc. was the vendor overwhelmingly selected by the residents surrounding the Diamond Farms area. Staff therefore recommends award to this company.

Funds are available in the Playground Equipment Replacement Fund.

**DESIRED OUTCOME:**

Vote on Resolution

# Resolution Request Form

## REQUEST FORM FOR RESOLUTIONS PERTAINING TO EXPENDITURES FROM THE CITY BUDGET (CONTRACTS/PURCHASES, TRANSFER FUNDS)

(Please attach the Mayor and Council Agenda Cover Sheet to this Form. For contracts/purchases, the Cover Sheet MUST include a list of all bidders and bid amounts.)

Requested by: James D. Arnoult Date of City Council Meeting: October 1, 2007

### **AUTHORIZING**

Purchase ☐ Award Contract ☒ Transfer Funds ☐ Negotiate/  
Execute a Contract ☐

### **BID INFORMATION:**

Advertisement Date 08/08/07

Newspaper(s) Gaithersburg Gazette

Bids Opened/Tabulated (date) 08/29/07

### **DESCRIPTION OF ITEM(S):**

One GameTime Series: Powerscape Plus, Model Number: Custom Design – P07-0742-01, composite structure for 5 to 12 year old age group. GameTime: Series: Wallcano, Model Number: Custom Design – P07-0742-01 climbing wall system. GameTime: Series: Powerscape Plus, Model Number 10740, 10741, 1481 to-fro swings. GameTime seesaw and spring toys, Model Numbers: 6054, 391, 243.

### **CONTRACTED/PURCHASE FROM:**

Company Name West Recreation, Inc.

Street Address P.O. Box 487

City/State/Zip Queenstown, MD 21658

**CONTRACT/PURCHASE AMOUNT:** \$58,000.00

Check One: In the Amount of ☒ Not to Exceed ☐

**FUNDS TO BE EXPENDED FROM:** Operating Budget ☒ Capital Improvements Budget ☐

Account Number: 310900 Reserve – Playground Equipment.

(For Finance Department use only; not to be included in the Resolution)

**VERIFICATION OF AVAILABILITY OF FUNDS** Available ☐ Not available ☐

Finance Dept. \_\_\_\_\_ Date \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE MAYOR AND CITY COUNCIL  
OF GAITHERSBURG AUTHORIZING THE CITY MANAGER TO  
ENTER INTO A CONTRACT TO PURCHASE PLAYGROUND  
EQUIPMENT FOR DIAMOND FARMS PARK

WHEREAS, an invitation to bid was duly advertised in the August 8, 2007 issue of the *Gaithersburg Gazette*, and sealed bids were opened and tabulated on August 29, 2007; and

WHEREAS, the Mayor and Council have determined to award a contract to the bidder whose design best satisfied the needs of the community:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Gaithersburg, that the City Manager be and he hereby is authorized to award a contract to purchase and install playground equipment for Diamond Farms Park to West Recreation, Inc., P.O. Box 487, Queenstown, Maryland 21658, in the amount of Fifty-Eight Thousand Dollars (\$58,000); said funds to be expended from the Operating Budget.

ADOPTED by the Mayor and City Council this 1<sup>st</sup> day of October 2007.

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SIDNEY A. KATZ, MAYOR and  
President of the Council

THIS IS TO CERTIFY that the foregoing  
Resolution was adopted by the City Council  
in public meeting assembled on the 1<sup>st</sup> day  
of October 2007.

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David B. Humpton, City Manager